

# TECHNICAL WORK MAY NOT BEGIN PRIOR TO CO APPROVAL

NASA/GODDARD SPACE FLIGHT CENTER

## REQUEST FOR TASK PLAN / TASK ORDER

CONTRACTOR		CONTRACT NO./TASK NO.		JOB ORDER NUMBER	APPROP. FY
QSS Group, Inc.		NAS5- 99124	TASK NO. 292	562-740-50-14-89	00
TASK TITLE: (NTE 80 characters; include Project name) SWIFT Parts Engineering					
APPROVALS: (Type or print name and sign)					
ASSISTANT TECHNICAL REPRESENTATIVE (OR TASK MONITOR)				DATE	ORG CODE
Darryl Lakins <i>Darryl D. Lakins</i>				6/6/00	562
BRANCH HEAD				DATE	MAIL CODE
Darryl Lakins <i>Darryl D. Lakins</i>				6/6/00	562
CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVE (COTR)				DATE	PHONE
for Robert S. Lebair, Jr. <i>Robert A. Clark</i>				6/7/00	301-286-6382
FLIGHT HARDWARE, CRITICAL GSE OR SOFTWARE? (IF YES, NEED CODE 303 CONCURRENCE NEXT BLOCK)		CONTRACTING OFFICER'S QUALITY REP.		DESIGNATED FAM:	
<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES					
The contractor shall identify and explain the reason for any deviations, exceptions, or conditional assumptions taken with respect to this Task Order or to any of the technical requirements of the Task Order Statement of Work and related specifications. The contractor shall complete and submit the required Reps and Certs.				(To be completed by Contracting Officer) C.O. Requested Quote on: Date: JUN 9 2000	
Contractor will develop specification or statement of work under this task for a future procurement. <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES					
Flight hardware will be shipped to GSFC for testing prior to final delivery. <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> N/A					
Government Furnished Property/Facilities: <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES -- SEE LIST OF GFP (offsite only) / FACILITIES (onsite only)					
Onsite Performance: <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES If yes: <input checked="" type="checkbox"/> TOTAL <input type="checkbox"/> PARTIAL If partial, indicate onsite work in SOW by asterisk (*)					
Surveillance Plan Attached: <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES					
Highlighted Contract Clauses: (to be completed by Contracting Officer)					
Per Clause H.14, Task Ordering Procedure, subparagraph (f), the effective date of this task order shall be June 9, 2000.					
INCENTIVE FEE STRUCTURE (check one) (See Contract NAS5-99124, Attachment K, Incentive Fee Plan)					
	<input checked="" type="checkbox"/> No. 1	<input type="checkbox"/> No. 2	<input type="checkbox"/> No. 3	<input type="checkbox"/> No. 4	<input type="checkbox"/> No. 5
Cost	10%	50%	25%	25%	%
Schedule	15%	25%	25%	50%	%
Technical	75%	25%	50%	25%	%
(To be completed by Contracting Officer)					
The target cost of this task order is \$ 59,146.					
The target fee of this task order is \$ 326.					
The total target cost and target fee of this task order as contemplated by the Incentive Fee clause of this contract is \$ 59,472.					
The maximum fee is \$ 476.					
The minimum fee is \$0.					
AUTHORIZED SIGNATURE:					
THIS TASK ASSIGNMENT IS ISSUED ACCORDING TO THE CONTRACT CLAUSE "TASK ASSIGNMENTS AND REPORTS"					
<i>Elizabeth J. Austin</i>				7/10/00	
SIGNATURE OF CONTRACTING OFFICER				DATE	
CONTRACTOR'S ACCEPTANCE:					
AUTHORIZED SIGNATURE					
DATE					

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NASS-

99124

TASK NO.

292

AMENDMENT

Applicable paragraphs from contract Statement of Work:

**STATEMENT OF WORK:** (Continue on blank paper if additional space is required)

Provide parts engineering services for the SWIFT program including:

- review and provide inputs to program documents which speak to EEE and photonic parts and packaging hardware quality and reliability requirements.
- work with design engineers and scientists regarding planned parts usage and identify parts lists
- attend subsystem and related meetings to provide input regarding design, schedule or cost impacts on the parts program
- provide parts list reviews in accordance with Code 562 guidelines as parts lists become available (this to include GIDEP alert search).
- provide technical services for procurement documentation for EEE and photonic parts where applicable
- attend Code 562 Parts Group meetings to share status and information on the project parts program
- maintain controlled parts list electronically

**PERFORMANCE SPECIFICATIONS:**

- Parts Control Board convened as applicable.
- Controlled parts lists maintained electronically using Microsoft Access.
- Upload of controlled parts lists to GSFC EPIMS system for automated GIDEP reporting, as required by new submissions or significant changes.
- Weekly status reports delivered to Code 300 SAM, as necessary to highlight major parts issues.
- Visits to the project office area to speak with designers and/or managers about parts issues a minimum of twice per week.

**APPLICABLE DOCUMENTS:**

GPG 8700.1, Design Planning and Interface Management  
GPG 8700.2, Design Development  
500-PG-8700.2.2, Electronics Design and Development Guidelines

**TASK END DATE:**

9/30/00

**MILESTONES/DELIVERABLES AND DATES:**Technical Progress Report, Monthly, 15<sup>th</sup> day of the month.

Weekly status reports to Code 300 SAM and Code 562 Branch Head, as required.

**PERFORMANCE STANDARDS:****Schedule:** On-time completion/delivery of the above**Technical:** ATR's acceptance of the above**FINAL DELIVERY DESTINATION (NAME, BLDG, ROOM):**

Darryl Lakins, Bldg 11, Rm S26A